



U. S. Department  
of Transportation

**Federal Aviation  
Administration**

New York Airports District Office  
600 Old Country Rd, Suite 446  
Garden City, New York 11530  
Telephone: 516-227-3808  
Fax: 516-227-3813

10 February 00

Dear Airport Sponsor/Airport Consultant:

Re: Capital Improvement Plan (CIP)\* Update

The FY 2001-2006 Capital Improvement Plan (CIP) for each airport should be submitted to our office no later than April 1, 2000. **Please note that CIPs submitted later than this date will not be considered for funding in FY 01.**

The CIP package should...

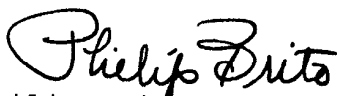
- begin with FY 2001 projects. Since we do not have an AIP Authorization yet this year, please include FY 2000 projects in FY 2001. We will extract projects, which are funded in FY 2000 when the program is re-enacted.
- resemble the previous years CIP. If major changes have occurred at your airport which require major changes in your development priorities, please contact us to discuss these changes.
- contain project descriptions, which follow the format described in Attachment A. Please make sure that the project description is one of the choices in the attached. If a project is incidental to a larger project than the description should be for the larger project. For example if land acquisition is required for a runway extension, the acquisition project should be described as "Extend Runway (land acquisition) Phase I".
- not group projects together. For example do not include a stand-alone taxiway project with a runway extension in the same project description.
- specify which projects you would like to apply your entitlement money to for airports which receive entitlement funding.

\* Note: The 3 year national plan for airports is now referred to as the Airport Capital Improvement Plan (ACIP). Individual airport plans are labeled as Capital Improvement Plans (CIP).

- indicate if an Environmental Determination was made for any of the projects and the type and date of the determination or any actions that you will be taking in order to secure the determination.
- include the appropriate environmental form (A, B, or C) and a more detailed project description with a map, for projects programmed in FY 2001 and 2002.

If you have any questions regarding your CIP please contact your airport planner, Larry A'Hearn at (516) 227-3810 or Jennifer Boyes at (516) 227-3808.

Sincerely,

A handwritten signature in cursive script that reads "Philip Brito".

Philip Brito

Manager, New York Airports District Office